

GENOA CHARTER TOWNSHIP BOARD
Regular Meeting
September 8, 2026

MINUTES

Call to Order

Supervisor Spicher called the regular meeting of the Genoa Charter Township Board to order at 6:30 pm at the Township Hall.

Invocation

Supervisor Spicher led the invocation for the Board and the members of the public.

Pledge of Allegiance

The Pledge of Allegiance was recited.

Roll Call

The following members were present constituting a quorum for the transaction of business: Kevin Spicher, Candie Hovarter, Robin Hunt, Bill Reiber, Rick Soucy, Jodi Valenti, and Todd Walker.

Also present was Township Manager Kelly VanMarter, Township Attorney Kali Henderson, and five people in the audience.

Call to the Public

The call to the public was opened at 6:32 pm with no response.

Approval of Consent Agenda:

Moved by Soucy, supported by Valenti, to approve the Consent Agenda with item #2 only. **The motion carried unanimously.**

1. ~~Payment of Bills: September 8, 2026~~ (moved to Regular Agenda)

2. Request to approve the August 17, 2026 regular meeting minutes.

Approval of Regular Agenda:

Moved by Reiber, supported by Walker, to approve the Regular Agenda with Payment of Bills: September 8, 2026 added. **The motion carried unanimously.**

1. Payment of Bills: September 8, 2026 (moved from Consent Agenda)

Mr. Reiber questioned why the total was approximately \$300,000 more than usual. Ms. VanMarter stated this amount included payments for some of the road SAD projects and election employee payments.

He also questioned the flag services item. Ms. VanMarter stated the company, Rocket, provides service to the township to maintain the American, POW and Genoa Flags. This is an annual contract that was renewed.

Moved by Hunt, supported by Soucy, to approve the Payment of Bills: September 8, 2026. **The motion carried unanimously.**

3. Consideration of a request for approval of the First Amendment to the Water Tower Lease Agreement with New Cingular Wireless PCS, LLC (formerly AT&T) for the Oak Pointe water tower located at 4500 Country Club Drive, Brighton, MI 48116.

Dr. Greg Tatara stated AT&T approached the township to install additional antennas on this tower. The appropriate tests were completed and some aesthetic requests were made by MHOG and the Villas at Oak Point, who own the property where the tower is located. He showed the tower currently and what it will look like after the other antennas are installed.

Dr. Tatara and the board discussed the proposed changes to the contract.

Moved by Soucy, supported by Hunt, to approve the First Amendment to the Water Tower Lease Agreement with New Cingular Wireless PCS, LLC (formerly AT&T) for the Oak Pointe water tower located at 4500 Country Club Drive, Brighton, MI 48116. **The motion carried unanimously.**

Ms. Hunt commended MHOG with getting through the storm with no interruptions in service. It shows what an excellent staff they have. Dr. Tatara agrees. His staff worked several 12 hour days in a row. There was also assistance from local businesses.

4. Consideration of a recommendation for approval of an environmental impact assessment and site plan for a proposed 6,515 sq. ft. building with 8 vehicle bays for a minor auto repair establishment in the existing Livingston Commons Phase 2 Planned Unit Development. The property is located on the south side of Grand Oaks Drive and west of S. Latson Road. The request is petitioned by Zaremba Group, LLC.
A. Disposition of Environmental Impact Assessment dated June 19, 2026
B. Disposition of Site Plan dated July 14, 2026.

Mr. Justin Bruce of the Zaremba Group and Ms. Whitney Pizzala of AR Engineering were present. Mr. Bruce provided a review of the project and what type of auto maintenance will be performed at this location. They showed colored renderings and building material samples. This

building will be leased by Firestone. He noted they take great care of the properties they lease and an average lease for them is 51 years.

Mr. Reiber stated the Planning Commission gave the project a positive review. There are some minor conditions they recommended. He thanked the applicant for putting the facilities right next to a gas station which is a compatible use. Supervisor Spicher requested to have the applicant comply with the Buffer Zone C requirement. Mr. Bruce stated they will meet this requirement.

Ms. Hunt requested to have a "Coming Soon..." sign put on the property once the construction begins. Mr. Bruce stated they will place a sign when they close on the property. They anticipate starting construction after the first of the year. Mr Walker noted that there were two wall signs shown on the plans and asked for clarification as to whether or not those are allowed. Ms. VanMarter responded that this is in a PUD which may be different regulations. She recommended including in the motion a comment that the signs meet the requirements.

Moved by Soucy, supported by Hunt, to approve the Environmental Impact Assessment dated June 19, 2026 for a proposed 6,515 sq. ft. building with eight vehicle bays for a minor auto repair establishment for a vacant parcel (4711-08-200-022) located on the south side of Grand Oaks Drive, west of S. Latson Road with the following condition:

1. The hours of operation shall be added to the Environmental Impact Assessment prior to land use permit issuance.

The motion carried unanimously.

Moved by Hunt, supported by Hovarter, to approve the site plan dated July 14, 2026 for a proposed 6,515 sq. ft. building with eight vehicle bays for a minor auto repair establishment for a vacant parcel (4711-08-200-022) located on the south side of Grand Oaks Drive, west of S. Latson Road with the following conditions:

1. The land division required for this project shall be completed prior to the issuance of a Land Use Permit.
2. The land division will include the cross-access easements required to accommodate the site plan as presented. Cross-access easements shall be recorded prior to land use permit issuance.
3. Prior to issuance of a land use permit, a concept plan depicting the proposed land division and resulting property lines shall be submitted. The concept plan shall include the two remaining parcels and identify all cross-access easements between the parcels including the two remaining parcels. The plan shall demonstrate that the proposed building and all resulting parcels comply with applicable Township Zoning Ordinance requirements, including setbacks, lot area, lot width, access, parking, and other applicable site development standards.
4. Two more parking lot trees will be established within the landscape plan.
5. The petitioner will meet all requirements of the Fire Marshal's letter dated July 22, 2026 prior to issuance of a Land Use Permit.

6. The petitioner will meet all requirements of the township engineer's letter from August 4, 2026 prior to issuance of a Land Use Permit.
7. The petitioner will meet all requirements of the township planner's letter dated July 31, 2026 prior to issuance of a Land Use Permit.
8. Two trees or eight shrubs shall be planted in Buffer Zone C.
9. The applicant shall comply with the township sign ordinance.

The motion carried unanimously.

5. Consideration of a request for approval and adoption of Ordinance Number 260908 for the proposed revised Genoa Charter Township Peddlers and Solicitors Ordinance. (Roll Call)

Supervisor Spicher stated this is a modification of the existing ordinance due to some concerns raised by Mr. Soucy. It has been reviewed and approved by Ms. Henderson.

Ms. VanMarter stated that if the ordinance is passed, it must be published before it is effective. This may be delayed to allow staff to develop the Do Not Knock list software, window decals, and any associated fees.

Moved by Reiber, supported by Walker, to approve and adopt Ordinance Number 260908 for the proposed revised Genoa Charter Township Peddlers and Solicitors Ordinance. **The motion carried unanimously with a roll call vote (Reiber - yes; Hunt- yes; Valenti - yes; Hovarter - yes; Soucy - yes; Walker - yes; Spicher - yes)**

6. Consideration of a request for approval of Resolution 260908 Recognizing September 11-17 Annually as Patriot Week in Genoa Charter Township. (Roll Call)

Moved by Soucy, supported by Walker, to approve Resolution 260908 Recognizing September 11- September 17 Annually as Patriot Week in Genoa Charter Township. **The motion carried unanimously with a roll call vote (Hunt - yes; Valenti - yes; Hovarter - yes; Walker - yes; Reiber - yes; Soucy - yes; Spicher - yes)**

Items for Discussion

7. Discussion of roundabout beautification as requested by the Township Supervisor.

Supervisor Spicher stated the roundabout at Bauer and Challis is unsightly. The Livingston County Road Commission will mow it twice a year so if any other maintenance is warranted, it would need to be done by Genoa Township, with approval from the Road Commission.

After a brief discussion, the board agreed to pursue improvements to this roundabout and the one located at Chilson and Coon Lake Road.

8. Discussion of Board Member Code of Conduct and Decorum policy as requested by the Administrative Committee.

Supervisor Spicher stated there are some local municipalities that have a code of conduct. Mr. Reiber stated the current code of conduct policy was shredded during the last election period. It was an embarrassment the way some people treated other people on this board in public. Ms. Valenti asked for clarification on whether or not the Board has a policy. Ms. VanMarter stated that she believes Mr. Reiber is referencing the Principles of Governance which is not a policy.

Ms. Henderson stated adding a policy such as this can add a layer of protection for the township in the case of future litigation.

Mr. Walker is concerned that this policy could affect the board member's first amendment rights. Ms. Henderson stated if the policy is written correctly, it would not. Ms. Valenti is not opposed to a policy for guidelines and education for the board members. Supervisor Spicher will research similar policies and work with the attorney to develop a policy to bring to the board.

9. Update on the Eagle Scout project at the Chilson Hills Cemetery as presented by the Township Clerk.

Mr. Soucy stated eagle scout candidate, Luke O'Brian, requested to do a project at the Chilson Hills Cemetery. Luke, his family and fellow troop members spent more than 40 hours cleaning 40 headstones and repairing 3. The township will also be implementing a fall clean up event at the cemetery.

Mr. Reiber congratulated Luke on earning his Eagle Scout. It is a very high honor and will be with him his entire life.

Board Comments

Ms. Hovarter provided a review of the Melonfest.

Supervisor Spicher provided a review of the housing town hall. There were approximately 15 people in attendance. A follow up survey will be published regarding South Latson Road.

Ms. Hunt stated September 14 is the last day to pay summer taxes without penalty. At this time, it is best to pay online or drop off the payment at the township or in one of the drop boxes, instead of mailing it.

Adjournment

Genoa Charter Township Board Meeting
September 8, 2026
Unapproved Minutes

Moved by Hunt, supported by Walker, to adjourn the meeting at 7:43 pm. **The motion carried unanimously.**

Respectfully Submitted,

Patty Thomas
Recording Secretary

Approved: Rick Soucy, Clerk
Genoa Charter Township

Kevin Spicher, Supervisor
Genoa Charter Township